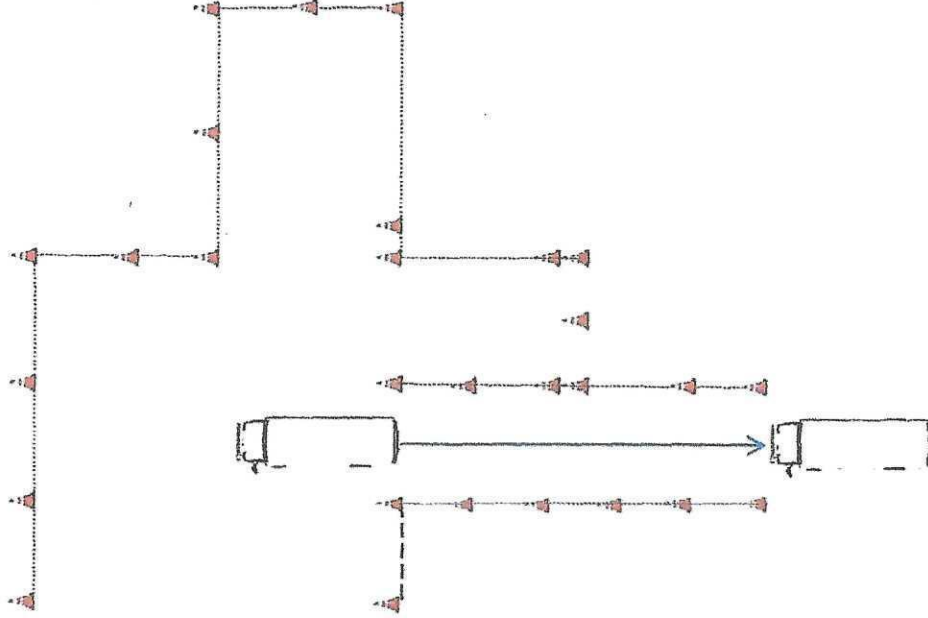


ALABAMA STATE DEPARTMENT OF EDUCATION

Basic Controls Skills Test

Straight Line Backing

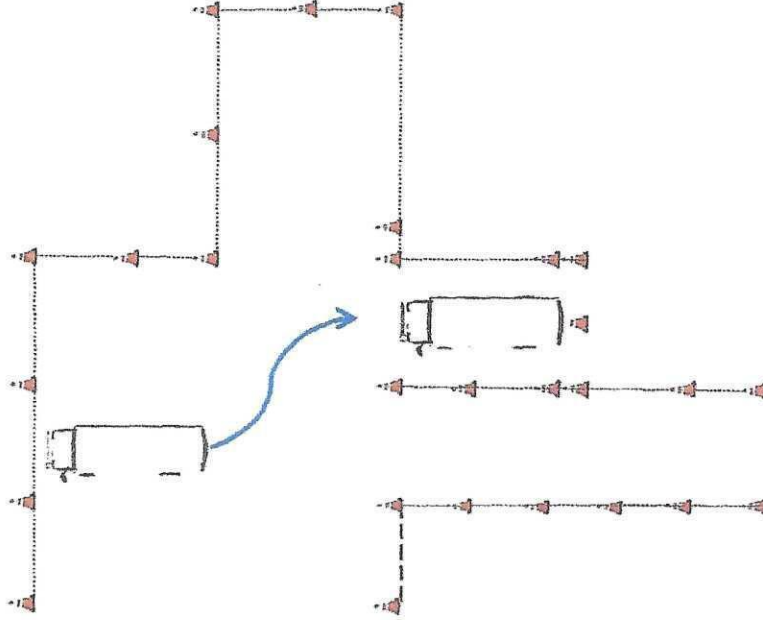


The driver is to back down and out of the alley, without touching the boundaries of the alley. The driver is allowed one free pull-up and is permitted to exit the vehicle a maximum of one time to check vehicle spacing.

ALABAMA STATE DEPARTMENT OF EDUCATION

Basic Controls Skills Test

Offset Backing

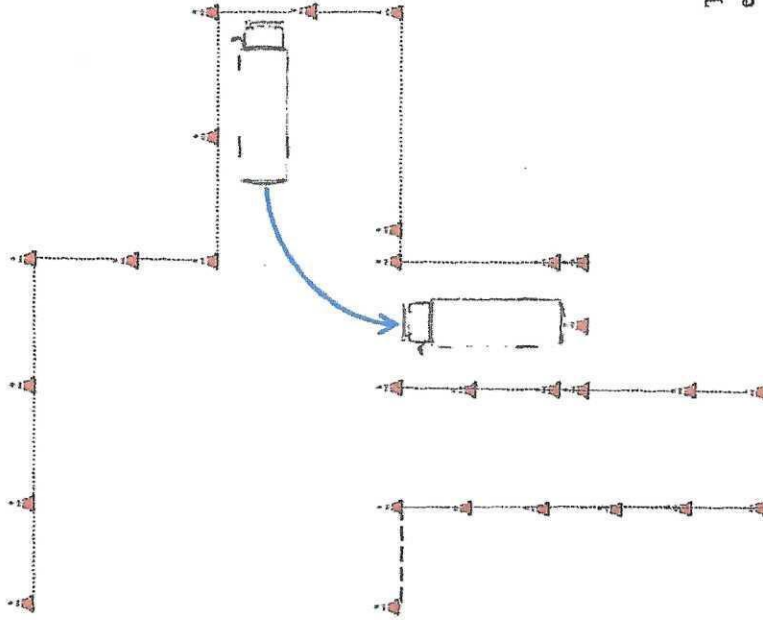


The vehicle is positioned in the left lane (straight backing lane) and moves straight ahead and stops at the outer barrier of cones. The driver then backs the vehicle so that it is positioned in the right lane and continues backing until the vehicle has cleared the forward set of cones with the front of the vehicle. The driver is allowed two free pull-ups and is permitted to exit the vehicle a maximum of two times to check vehicle spacing.

ALABAMA STATE DEPARTMENT OF EDUCATION

Basic Controls Skills Test

Alley Docking



The driver will drive by the entrance to the alley so that the entrance is on the passenger side of the vehicle and the vehicle is parallel to the outer boundary. The driver must back into the alley and stop within three (3) feet of the rear of the alley. The driver is allowed two free pull-ups and is permitted to exit the vehicle a maximum of two times to check vehicle spacing.

ALABAMA SCHOOL BUS DRIVER SKILLS TEST

Revised 6/23

Name _____
 System Chilton County
 DL# _____ DOB _____
 Signature _____ Date _____

EXAMINER CHECKS	Pre-Trip Score _____
<input type="checkbox"/> Vehicle Checked	Basic Control Score _____
<input type="checkbox"/> Instructions Read	Road Test Score _____
<input type="checkbox"/> CDL w/PS	Bus Year/Model _____
<input type="checkbox"/> Used Seat Belt	Bus Tag Number _____
<input type="checkbox"/> Post Trip Bus	GVWR _____

Class B C Air Brakes Auto Trans. Restrictions: _____

Examiner: _____

PRE-TRIP TEST (49/61 items required to pass)

Front of Bus	Driver Side	Passenger Side	Air Brake Check
Light Lenses/Reflectors <input type="checkbox"/> Crossing Gate <input type="checkbox"/> Leaks <input type="checkbox"/> Crossover Mirrors <input type="checkbox"/> Wiper Blades & Windshield <input type="checkbox"/> Engine Compartment Hoses & Wires <input type="checkbox"/> Belts (< 3/4") <input type="checkbox"/> Oil Level <input type="checkbox"/> Transmission Fluid <input type="checkbox"/> Power Steering Fluid <input type="checkbox"/> Coolant Level <input type="checkbox"/> Steering Linkage <input type="checkbox"/> Steering Box <input type="checkbox"/> Springs <input type="checkbox"/> Mounts & U Bolts <input type="checkbox"/> Shock Absorber <input type="checkbox"/> Brake Hose <input type="checkbox"/> Brake Chamber or Caliper <input type="checkbox"/> Slack Adjuster/Push Rod <input type="checkbox"/> Brake Drum/Lining or Rotor/Pad <input type="checkbox"/> Tire (I-C-D) <input type="checkbox"/> Rim <input type="checkbox"/> Lug Nuts <input type="checkbox"/> Hub Oil Seal <input type="checkbox"/>	Side Mirrors <input type="checkbox"/> Stop Sign <input type="checkbox"/> Side Reflectors <input type="checkbox"/> Battery <input type="checkbox"/> Frame <input type="checkbox"/> Drive Shaft <input type="checkbox"/> Exhaust <input type="checkbox"/> Driver Rear Springs <input type="checkbox"/> Mounts & U Bolts <input type="checkbox"/> Shock Absorber or Air Bag <input type="checkbox"/> Brake Hose <input type="checkbox"/> Brake Chamber or Caliper <input type="checkbox"/> Slack Adjuster/Push Rod <input type="checkbox"/> Brake Drum/Lining or Rotor/Pad <input type="checkbox"/> Tire Space <input type="checkbox"/> Tire (I-C-D) <input type="checkbox"/> Rim <input type="checkbox"/> Lug Nuts <input type="checkbox"/> Axle Seals <input type="checkbox"/> Splash Guards <input type="checkbox"/> Back of Bus Light Lenses/Reflectors <input type="checkbox"/> Emergency Door <input type="checkbox"/>	Passenger Entry Fuel Area (Cap & Cage & Leaks) <input type="checkbox"/> Storage Compartment <input type="checkbox"/> DEF Cap/Level <input type="checkbox"/> Passenger Side No Trespass Sign <input type="checkbox"/> Door (Function & Cond.) <input type="checkbox"/> Entry Steps & Stepwell Light <input type="checkbox"/> Driver's Seat Area (Engine Off) Safety & Emergency Items (4) <input type="checkbox"/> Seatbelt <input type="checkbox"/> Steering Play & Horn <input type="checkbox"/> (Engine On) Gauges (4): Oil/Volt/Temp/Air <input type="checkbox"/> Switches (3): Wipers/Heater/Defrost <input type="checkbox"/> Pass. Seats/Emer. Exits <input type="checkbox"/> Lighting Indicators (4): L/R/Haz/DEF <input type="checkbox"/>	Driver Initiated Fail <input type="checkbox"/> Pass <input type="checkbox"/> 1. Check for Leaks 2-3 psi 2. Bleed Pressure Down 3. Red Low Air Warning Light/ Low Air Buzzer Sounds @ 60 psi 4. Pressure Valve Pops 5. Emergency Brake Check 6. Parking Brake Check 7. Service Brake Check *Driver must master all air brake check items to pass pre-trip inspection. Hydraulic Brake Check <input type="checkbox"/>
Number of Errors _____	Number of Errors _____	Number of Errors _____	Number of Errors _____

BASIC CONTROL SKILLS TEST

Straight Backing (1 Pull-up)	Offset Backing (2 Pull-ups)	Alley Dock (2 Pull-ups)
Pull-Ups 1 <input type="checkbox"/> Pass <input type="checkbox"/> Fail Look 1 Vehicle Control <input type="checkbox"/> Pass <input type="checkbox"/> Fail Help & Hazard & Horn <input type="checkbox"/> Yes <input type="checkbox"/> No Final Score _____ <input type="checkbox"/> Pass <input type="checkbox"/> Fail	Pull-Ups 1 2 <input type="checkbox"/> Pass <input type="checkbox"/> Fail Look 1 2 Vehicle Control <input type="checkbox"/> Pass <input type="checkbox"/> Fail Help & Hazard & Horn <input type="checkbox"/> Yes <input type="checkbox"/> No Front Bumper Position <input type="checkbox"/> Pass <input type="checkbox"/> Fail Final Score _____ <input type="checkbox"/> Pass <input type="checkbox"/> Fail	Pull-Ups 1 2 <input type="checkbox"/> Pass <input type="checkbox"/> Fail Look 1 2 Vehicle Control <input type="checkbox"/> Pass <input type="checkbox"/> Fail Help & Hazard & Horn <input type="checkbox"/> Yes <input type="checkbox"/> No Rear Stop Line <input type="checkbox"/> Pass <input type="checkbox"/> Fail Final Score _____ <input type="checkbox"/> Pass <input type="checkbox"/> Fail

ROAD TEST (10 errors or less required to pass)

Bridges/Signs (2)	Intersections	Passenger Load/Unload	General Driving Behavior
Left <u>Lane Changes (2)</u> Right Traffic Check <input type="checkbox"/> Signal <input type="checkbox"/> Spacing <input type="checkbox"/> Smooth Change <input type="checkbox"/> Cancel Signal <input type="checkbox"/> Left <u>Graded Curve (2)</u> Right Improper Speed <input type="checkbox"/> Improper Lane <input type="checkbox"/> Improper Braking <input type="checkbox"/> Improper Traffic Check <input type="checkbox"/>	Stop 1 2 Through 1 2 Traffic Check <input type="checkbox"/> Braking <input type="checkbox"/> Placement <input type="checkbox"/> Driving Through <input type="checkbox"/> Yield, Lane, Gear <input type="checkbox"/> Accelerate <input type="checkbox"/> Left <u>Graded Turns</u> Right Signal <input type="checkbox"/> Lane <input type="checkbox"/> Speed <input type="checkbox"/> Traffic Check <input type="checkbox"/> Turn <input type="checkbox"/>	Load Unload Traffic & Mirror Check <input type="checkbox"/> Yellow Warning Lights <input type="checkbox"/> Use of Service Brake <input type="checkbox"/> Vehicle Position <input type="checkbox"/> Red Lights & Stop Arm <input type="checkbox"/> Door Control & Traffic Check <input type="checkbox"/> Parking Brake <input type="checkbox"/> Student Checks & Comm <input type="checkbox"/> Emergency Road Side Stop Traffic Check <input type="checkbox"/> Park Brake <input type="checkbox"/> Improper Signal Use <input type="checkbox"/> Shift into Neutral <input type="checkbox"/> Hazard Lights <input type="checkbox"/> Return to Traffic <input type="checkbox"/>	Urban 1 2 3 4 5 Rural 1 2 3 4 5 Improper Use of Brakes <input type="checkbox"/> Improper Hand Steering <input type="checkbox"/> Disobeyed Signs & Signals <input type="checkbox"/> Put Vehicle Over Curb, Lanes <input type="checkbox"/> Stop Line, Shoulders <input type="checkbox"/> Speed & Following Distance <input type="checkbox"/> Failure to Select Proper Lane <input type="checkbox"/> Failure to Check Traffic <input type="checkbox"/> Improper Vehicle Position <input type="checkbox"/>
Railroad Crossing <input type="checkbox"/> Hazard Lights <input type="checkbox"/> Observation & Noisemakers <input type="checkbox"/> Placement <input type="checkbox"/> Door & Window <input type="checkbox"/> Parking Brake <input type="checkbox"/>			

AIR BRAKE CHECK **(DRIVER INITIATED)**

AFTER AIR PRESSURE BUILDS UP TO 120 PSI, DO THE FOLLOWING:

TURN ENGINE OFF

TURN KEY BACK ON TO ACCESSORY POSITION

PUSH BRAKE KNOB IN

CHECK FOR AIR LEAKS

ONE MINUTE WITHOUT PRESSURE ON BRAKE PEDAL (NO MORE THAN 2 PSI DROP)

ONE MINUTE WITH PRESSURE ON BRAKE PEDAL (NO MORE THAN 3 PSI DROP)

CHECK EMERGENCY DEVICES

PUMP BRAKES DOWN TO 60-65 PSI TO ACTIVATE LOW AIR WARNING LIGHT / BUZZER

CONTINUE PUMPING BRAKES DOWN UNTIL BRAKE KNOB POPS OUT

CHECK BRAKING SYSTEMS (CRANK THE BUS)

CHECK EMERGENCY BRAKES (BEFORE AIR PRESSURE BUILDS, PUT BUS IN GEAR AND GENTLY PRESS ACCELERATOR)

CHECK PARKING BRAKES (WHEN PRESSURE BUILDS UP TO 120 PSI, PUT BUS IN GEAR AND GENTLY PRESS ACCELERATOR)

CHECK SERVICE BRAKES (PUSH BRAKE KNOB IN, ROLL FORWARD AND PRESS BRAKE PEDAL)

***LIGHTS MAY BE CHECKED BETWEEN EMERGENCY AND PARKING BRAKE CHECKS
(DRIVER INITIATED)**

Emergency Stop Procedures

- ✓ Search for a safe place to pull completely off the road and activate right turn signal;
- ✓ Once completely and safely off the road and stopped, immediately set the parking brake, place transmission in neutral, activate hazard lights and turn wheels away from the road;
- ✓ When returning to road, release parking brake, place transmission in drive, deactivate hazard lights and activate left turn signal;
- ✓ ALWAYS document unscheduled stops.

RAILROAD CROSSING PROCEDURES

- **Slow down, check traffic and activate hazard lights 500 feet before railroad crossing; ask students to be quiet;**
- **Stop no closer than 15 feet from nearest track;**
- **IMMEDIATELY apply parking brake;**
- **Open door and window and turn off all noisemakers;**
- **Look and Listen---Look and listen;**
- **When clear, close door, release parking brake and proceed across tracks quickly;**
- **After safely crossing tracks, deactivate hazard lights and continue route.**

(REVISED June 25, 2019)

***PRIOR TO PRETRIP – SECURE KEYS AND CHOCK TIRES, THEN GIVE BRIEF DESCRIPTIONS OF CHECKED ITEMS**

FRONT OF BUS CHECKS

CHECK GENERAL CONDITION OF LIGHT LENS COVERS
CHECK CROSSING GATE FOR FUNCTION / DEFECTS
CHECK UNDER ENGINE COMPARTMENT FOR FLUID SPILLS
CHECK CROSS-OVER AND SIDE MIRRORS (DRIVER'S SIDE)
CHECK WINDSHIELD / WIPER BLADES / INSPECTION STICKER (DRIVER'S SIDE)
UNLATCH AND OPEN HOOD

ENGINE COMPARTMENT CHECKS (PREFERABLY ON DRIVER'S SIDE)

CHECK CONDITION OF HOSES / WIRES & BELT(S) FOR CONDITION / TENSION (3/4")
CHECK FLUIDS: OIL / POWER STEERING / COOLANT/TRANSMISSION
CHECK STEERING: LINKAGE / BOX / HOSES
CHECK SUSPENSION: SPRINGS / MOUNTS / U-BOLTS / SHOCK ABSORBERS
CHECK BRAKES: HOSE / CHAMBER (CALIPER) / SLACK ADJUSTER / DRUM (ROTOR)
CHECK TIRE: TREAD (4/32") / RIM / LUG NUTS / HUB OIL SEAL
*CHECK PASSENGER'S SIDE OF ENGINE FOR ITEMS NOT FOUND ON DRIVER'S SIDE BEFORE
CLOSING HOOD

DRIVER'S SIDE CHECKS

CHECK STOP SIGN FOR FUNCTION / DEFECTS
CHECK BATTERY BOX
UNDER BUS: CHECK FRAME / DRIVE SHAFT / EXHAUST SYSTEM
UNDER BUS: CHECK REAR BRAKES: HOSE / CHAMBER (CALIPER) / SLACK ADJUSTER / DRUM (ROTOR)
UNDER BUS: CHECK REAR SUSPENSION: SPRINGS / MOUNTS / U-BOLTS / SHOCK ABSORBERS
CHECK REAR TIRES: TREAD (2/32") / RIM / LUG NUTS / REAR AXLE SEAL / SPACE(R)

BACK OF BUS CHECKS

CHECK GENERAL CONDITON OF LIGHT LENS COVERS
CHECK REAR DOOR: EMERGENCY LATCH / SEAL

PASSENGER SIDE CHECKS

BAGGAGE COMPARTMENT (IF APPLICABLE) FOR EMERGENCY DEVICES
CHECK FUEL AREA: CAP / CAGE / LEAKS
CHECK PASSENGER ENTRY AREA: DOOR / HANDRAIL / STEPS / STEPWELL LIGHT

INSIDE THE BUS CHECKS

CHECK EMERGENCY EQUIPMENT: FIRE EXTINGUISHER / FIRST AID KIT / BODY FLUID KIT /
REFLECTIVE TRIANGLES
CHECK DRIVER'S SEAT AREA: HORN /STEERING WHEEL

START ENGINE

CHECK INSTRUMENT PANEL SWITCHES: HEATER / DEFROSTER / WIPERS
CHECK GAUGES: OIL / VOLTAGE

WALK THROUGH CHECKS

CHECK SEATS (MOUNTING / CONDITION)
CHECK EMERGENCY EXIT BUZZERS (WINDOW / HATCH / REAR DOOR)

RETURN TO DRIVER'S SEAT: ADJUST SEAT, FASTEN SEAT BELT AND INITIATE AIR BRAKE CHECK/LIGHT CHECK

LOADING AND UNLOADING PROCEDURES

1. Activate YELLOW warning lights 100- 300 feet before stop.
2. After coming to a COMPLETE stop, activate RED warning lights.
3. Next, pull the PARKING BRAKE and check Traffic/Mirrors.
4. When safe, OPEN door to load or unload.
5. After loading/unloading students and accounting for each one, CLOSE door.
6. Then push the PARKING BRAKE and recheck Traffic/Mirrors.
7. Finally, when safe, cancel the RED warning lights and stop sign and proceed to next stop.